



Food Act 2008 – Exempt Food Premise Notification Form

The purpose of this form is to notify the Shire of Ashburton's Health Team of the intended preparation, handling, and distribution of food to the public, in accordance with *Food Act 2008*. The information gathered in this form will be used for the purposes related to the administration of the *Food Act 2008*. In accordance with Regulation 51 of the *Food Regulations 2009*, certain details (proprietor name, trading name and address details) may be made publicly available.

Part A – Details of Proprietor / Organisation

Applicant Name:

Organisation Name:

Address:

Email:

Phone:

Are you a Charitable or Not-for-Profit Organisation Yes No
(if yes please provide a copy of certificate of approval)

Part B – Function Details

Hours of Function: From AM/PM To AM/PM

Date of Function:

Premise Location:

Part C – Food Preparation Details

Location where food will be prepared, if different to function location:

Date(s) of Preparation:

Hours of Preparation:

Details of Food being prepared:

Part E – Insurance / Certificates

- Copy of Public Liability certificate attached
- Copy of “I’m Alert” Food Safety certificate attached

Part F - Declaration

I, the person making this application, declare that the information contained in the application is true and correct in every particular.

Applicant Signature:

Date:

Office Use Only

Name of Environmental Health Officer:

Application approved: Yes No Comments:

Signature:

Date: